

Department of Public Health
and Human Services

Section:
ACRONYMS AND GLOSSARY

FAMILY MEDICAID

Subject:
Acronyms and Glossary

DRAFT

Supersedes: FMA 0-4; 01/01/04

A

ACF--Administration for Children and Families (Federal)

ACS--The Montana Medicaid service payment contractor

ADH--Administrative Disqualification Hearing

APWA--American Public Welfare Association

ARM--Administrative Rules of Montana

AWEP--Alternative Work Experience

ACCESS--As it relates to joint checking/savings accounts:

Restricted--Limited access to money in an account.

Unrestricted--Unlimited access to money in an account by one or all of the account holders.

ADEQUATE NOTICE--Written notification to be received by the individual no later than the date of intended action or the date benefits would have been received. Notices must be mailed no later than two working days after TEAMS cutoff to meet adequate timeframes.

ADMINISTRATIVE MONTH--The calendar month preceding the benefit month(s) in which eligibility determination is reviewed.



ADULT—For Family-Related Medicaid purposes, an individual (age 19 or older) other than a dependent child (unless such a child is the minor custodial parent of another dependent child whose needs are being met). An emancipated child is considered an adult.

ADVERSE ACTION--A decision to deny, decrease, suspend or terminate the benefits.

ALERT—An action to forewarn the eligibility case manager to reevaluate the case circumstances.

ALIEN--A person residing in the United States of America who is not a citizen.

ALIEN SPONSOR--A person or any public or private agency or organization who executed an affidavit of support (Form I-134) or similar agreement so that an alien could enter the United States.

AMERICAN INDIAN OR ALASKA NATIVE--A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

ANNUITY--A contract under which a sum is paid yearly or at other specific times in return for the payment of a fixed sum. Annuities may be purchased by an individual, an employer, or as part of a court ordered settlement. The annuity contract may be a resource, and the payments are countable income.



APPLICATION DATE--The date the completed and signed application form or front page is received and date stamped in the County Office, CHIP Office or designated outstation location.

ASIAN--A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

ASSISTANCE UNIT--Those members of the Filing Unit who are eligible to receive benefits. Composed of the eligible child(ren), the eligible caretaker relative(s), and the eligible spouse of the caretaker relative, who are living together and whose needs are included in the benefits.

AUTHORIZED REPRESENTATIVE--A person acting for an applicant/recipient through the individual's written authorization.

AVAILABLE--For resources: the condition of having unrestricted access to property that can be converted into cash and used for the needs of the assistance unit. For income: is actually available; the applicant/recipient has a legal interest in a liquidated sum with the legal ability to make such a sum available for support and maintenance.

B

BEOG--Basic Educational Opportunity Grant

BIA--Bureau of Indian Affairs



BASIC MEDICAID--Medicaid coverage for individuals who are age 21 through 64 and are not pregnant or disabled. Excluded services include dental, eyeglasses/optometric services, durable medical equipment, personal care attendants, and hearing aid/audiology services. Excluded

services may be covered under “Essential for Employment” or “Emergency Dental”.

BENDEX--The Social Security Administration’s Beneficiary Data Exchange System, which provides the amount of RSDI and Title II benefits paid to people entered on the system. Also, BENDEX provides data on pensions and wages.

BENEFIT MONTH--Calendar month for which Medicaid benefits are issued.

BENEFIT STANDARDS--The level of countable monthly income that cannot be exceeded if the assistance unit is to be eligible.

BLACK OR AFRICAN AMERICAN--A person having origins in any of the black racial groups of Africa. Terms such as “Haitian” or “Negro” can be used in addition to “Black or African American.”

BONA FIDE--Good faith; without fraud or deceit.

BOND--A written obligation to pay a sum of money at a future specified time. It is a negotiable instrument.

BUDGET MONTH--The month that the financial and nonfinancial criteria of the filing unit are used to determine eligibility. Using prospective budgeting, the budget month is the same as the benefit month.

BUDGETING--Calculating the eligibility of the assistance unit for the benefit month.

BURIAL CONTRACT--A legal document that provides for funeral expenses and specifies the method of burial.

BURIAL FUNDS--Burial contract, burial trust, life insurance or other burial agreements (whether irrevocable, revocable, rescindable or non-rescindable) or any other separately identifiable funds that are clearly designated for burial expenses.

BURIAL SPACES--Conventional grave sites, crypts, mausoleums, urns, and other repositories which are customarily and traditionally used for the remains of deceased persons.

BUSINESS EXPENSES--The costs directly related to the production of income.

C

CD--Certificate of Deposit when used in financial context. Also used to refer to County Director.

CFR--Code of Federal Regulations

CFS--Child and Family Services

CMS--Centers for Medicare and Medicaid Services. CMS is the federal agency responsible for the administration of the Medicaid programs.

CMV--Current Market Value

COBRA--Consolidated Omnibus Budget Reconciliation Act

CSE--Child Support Enforcement

CSED--Child Support Enforcement Division

CWS--Child Welfare Services

CALENDAR YEAR--January 1 through December 31.

CARE AND CONTROL--The physical care, guidance or maintenance of a child or children provided by a responsible parent or caretaker relative.



CARETAKER RELATIVE—For Family-Related Medicaid purposes, an adult, age 19 or older who meets the definition of a relative and is exercising the care and control of the child(ren). An emancipated child may also be a caretaker relative.

CASE--Documents or computer data relating to a filing unit.

CASE FILE--The record maintained for each filing unit during the course of the assistance unit's participation in the program.

CASE MANAGEMENT--A series of steps that assist the eligibility case manager to formulate and develop a program for the recipient.



CASE MANAGER--The eligibility case manager who provides case management in the OPA office.

CASH SURRENDER VALUE--The actual cash amount the insurer will pay upon cancellation of a life insurance policy. This value usually increases with the age of the policy, but is decreased by any outstanding loans against the policy.

CASH VALUE--For resources: the amount that would be received if the resource were sold or converted to cash. For income: the amount of the income or the value assigned to the service rendered for in-kind income.

CHANGE IN CIRCUMSTANCE--A reversal or variation of the fact from what was previously known.

CHILD SUPPORT--Voluntary or court ordered payment by a non-custodial parent for the purpose of meeting the needs of the child(ren).

COLLATERAL CONTACTS--Knowledgeable individuals or sources who serve to support or confirm information.

COLLECTIBLES--Any item of value that may or may not be part of a collection, such as paintings, coins, stamps, etc.

COMMINGLED--Countable and exempt funds that are combined in a bank, BIA, or other account.



COMMON LAW MARRIAGE—Common law marriage is a legally-binding marriage. Under Montana law, such a marriage is between a man and a woman who are competent to enter into marriage and who, without the benefit of a marriage license or formal ceremony, mutually consent and agree to a common law marriage, who then cohabit, and who are reputed in the community to be husband and wife. A common law marriage must be terminated by formal legal divorce.

COMPENSATION--Money, real or personal property, food, shelter or services received by an individual in exchange for goods or services provided by that individual.

COMPLETE THE PROGRAM--An individual enrolled in high school or an equivalency program is considered to have completed the program if the institution has awarded a diploma or certificate of completion.

CONCILIATION--The informal process for resolving a recipient's complaint, grievance, or dispute.

CONFIDENTIAL INFORMATION--Applicant or recipient information that may only be shared for purposes of establishing eligibility, determining amount of assistance, and providing services, with related federally mandated and assisted programs and agencies under contract to the Department or operating with a Memorandum of Understanding.

CONTRACT FOR DEED--A real estate transaction where the seller carries the buyer's obligation to pay the purchase price. The seller agrees to transfer the property deed to the buyer when all payments have been made. A contract for deed is a negotiable instrument.

COUNTABLE INCOME--The total of earned and unearned income (after allowable disregards) not excluded by policy that is expected to be received by the filing unit for the budget/benefit month.

CREATOR--Used in terms of a trust, the person who creates a trust, also known as a "settlor" or "grantor".

CURRENT MARKET VALUE (CMV)-- See Fair Market Value.

CURRENTLY AVAILABLE PROPERTY RESOURCES--Assets which an applicant or recipient has a legal right and reasonable practical ability to liquidate.

CUSTODIAL PARENT--Natural/Adoptive/Stepparent who functions as the provider of maintenance, physical care and guidance of the child(ren).

D

DOC--Department of Corrections

DOLI--Department of Labor and Industry

DOR--Department of Revenue

DPHHS--Department of Public Health and Human Services

DEEMED NMI--The deemed person plus their dependents living in the home who are not included (coded "OU") in the Medicaid filing unit. Dependents who are included in either the filing unit (coded "IC") or assistance unit (coded "IN") cannot be included in the deemed NMI.

DEEMING--Considering a portion of income and resources of one (1) person as the income and resources of a second person, whether or not actually available.

DEPENDENT CHILD--A child who is:

1. under age 19; and
2. living with an adult (age 19 or older) caretaker. The caretaker may or may not be a specified relative.

A child who lives independently, and not with an adult caretaker, is not considered to be a dependent child. However, if the child is under age 19, they are still considered a minor child for Family-related Medicaid purposes.

DISABILITY--The physical or mental impairment of an individual that may be either temporary or permanent.

DIVIDEND--A share of profits received by a stockholder or by a policyholder in a mutual insurance society.

DISREGARD--A dollar amount designated for a specific purpose (\$200 or \$120 work expense, 25% employment expense, child care expense, legally-obligated child support payment) that is deducted from the filing unit's income.

DOCUMENT--Used as a noun, indicates a written record on system case notes of the circumstances of an event or fact. Used as a verb, indicates the act of entering in the case file actual proof or statement of proof that the contents of the record are accurate.

E

EA--Emergency Assistance; also Eligibility Assistant



ECM—Eligibility Case Manager

EE--Eligibility Examiner

EIC/EITC--Earned Income Credit/Earned Income Tax Credit

EARNED INCOME--Employee payments received in cash or in-kind for wages, tips, commissions, or net profit from activities in which the individual is engaged as self-employed; the gross income before deductions for personal or employment expenses or garnishments.

EARNED INCOME TAX CREDIT (EITC)--An amount of money which has been either deducted from the taxes owed or paid as a refund resulting from filing a Form 1040 or 1040A Tax Return for a calendar year. EITC is disregarded as income and as a resource in the month following receipt.

ELIGIBILITY FACTOR--A specified condition that an applicant must meet in order to qualify for benefits or a recipient must continue to meet to remain eligible.

ELIGIBLE--A person who meets all eligibility requirements for a specific program and is considered to be qualified to receive benefits of that program.

EMERGENCY ASSISTANCE FOR NEEDY FAMILIES--A short-term program to assist families in an emergency caused by an unforeseen circumstance.

ENCUMBRANCE--A claim or legal debt(s) against a resource which is supported by a written document and which must be paid when the resource is sold.

ENGLISH AS A SECOND LANGUAGE (ESL)--A classroom training for those who are non-English speaking, but literate in their native tongue. It should provide them with sufficient command of the English language to compete and participate in the labor market, or to participate in training.

ENUMERATION--The act of assigning a Social Security Number (SSN).

EPSDT--Early and Periodic Screening, Diagnosis and Treatment services covered by Medicaid for individuals under age twenty-one (21).

EQUITY VALUE--The current market value less any encumbrances (legal debts such as mortgages, loans, penalties, cost of sale, etc.) against the property as of the date of evaluation.

ESSENTIAL FOR DAY-TO-DAY LIVING--As stated by the caretaker relative, the item is indispensable or necessary for the survival of the assistance unit.



ESTOPPEL—Estoppel is a legal principle that when an individual represents a material fact to a second individual, and the second individual reasonably changes his or her position in reliance on the representation, the first individual may not deny that the condition or fact exists. All instances where estoppel may be an issue must be referred to the Office of Legal Affairs.

EVIDENCE--Something that furnishes proof (a document or a statement attesting to the validity of a particular event).

EX PARTE REVIEW--A review of household circumstances that is completed by the eligibility case manager when a Medicaid program closes, or when other household circumstances change. The purpose of this review is to determine if the child/family qualifies for different Medicaid category than the category currently open or the one being closed. Current information, already contained in the case record, is used to complete this review, when available. Additional or updated information is requested when needed.

EXCLUDED RESOURCE--Any real or personal property that is not counted toward the general resource limitation.

EXTRA PAYCHECK--A payment (earned income) in addition to the usual number of payments made in a month. Extra paychecks are received four (4) times a year for people paid on a weekly basis and twice a year for people paid every other week.

F

FC--Foster Care

FICA--Federal Insurance Compensation Act

FS--Food Stamps

FAIR HEARING--An opportunity for any person whose claim for assistance has been denied, or who had other negative action taken on their case, to present convincing evidence to reverse the original decision. Another interested party to the benefits, such as a medical provider, may also request a fair hearing.

FAIR MARKET VALUE (FMV)--The amount of money that the sale of property would bring on the open market in the community where the property is located.

FILING UNIT--Those individuals whose income and resources must be considered in the eligibility determination. All members of the filing unit may not be included in the assistance unit and may not receive benefits.

G

GARNISHMENT--A legal action to deduct a specified amount of money from an employee's wages, unemployment compensation or other income to satisfy a creditor.

GENERAL EQUIVALENCY DIPLOMA (GED)--Training provided to individuals who require a high school education or its equivalent to obtain appropriate employment. The training prepares the individual for the GED test for a high school equivalency certificate.

GOOD CAUSE--An acceptable reason for an individual's action that overrides the penalty of that action. This reason applies to cooperation with CSED, Program Compliance, and Third Party Liability.

GRANTOR--The entity that creates a trust. The grantor may be a person, court or administrative body with legal authority to act on behalf of an individual. The grantor may be acting at the direction or request of an individual.

GROSS EARNED INCOME--The total money the person is entitled to receive prior to any deductions including garnishment.

GROSS MONTHLY INCOME (GMI) STANDARDS--The levels of gross income for each filing unit based on size and circumstances that cannot be exceeded if the unit is to receive income disregards.

H

HARD CARD--The Montana Access to Health card. This is a Medicaid recipient's permanent Medicaid ID card. Each recipient receives their own card, and should retain the card indefinitely, even if their Medicaid case closes.

HISPANIC OR LATINO--A person of Cuban, Mexican, Puerto Rican, South or Central America, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

HOME--The principal place of residence; the family setting in which the child lives with a caretaker relative who provides day-to-day care and control of the child. For resource purposes: a home is the current place of residence which is owned or being purchased by the caretaker relative and which includes any building and the land upon which it is located, the land that appertains to the home and all the buildings and/or mobile homes located thereon.

HOMELESS--Neither having a fixed address nor living in a permanent dwelling.

HOUSEHOLD FURNISHINGS--Furniture, appliances, clothing and personal items owned by the filing unit.

I

IEVS--Income and Eligibility Verification System

IIM--Individual Indian Monies

INA--Immigration and Naturalization Act

IPV--Intentional Program Violation

IRA--Individual Retirement Account

IRS--Internal Revenue Service

IDENTIFICATION (ID) CARD--A hard plastic card that identifies the bearer. Possession of the card does not guarantee that the individual is actually Medicaid eligible.

INCAPACITY--A physical or mental defect, illness or impairment which is sufficiently serious as to eliminate or substantially reduce the caretaker relative's ability to care for or support the child(ren) for a period expected to last at least thirty (30) days.

INCARCERATION--The condition of being in prison or city/county jail.

INCOME--Money (earned or unearned) received from any source.

INCOME-PRODUCING PROPERTY--Property that is, in and of itself, is producing income. For example, rental property may be considered income producing.

INCURMENT--That portion of a medically needy recipient's income that exceeds the Medically Needy Income Standard (003, pg 2) for the size of the filing unit.

INDIAN LAND--Property owned jointly by the tribe or property tht can be sold only with the permission of other individuals, the tribe or the Bureau of Indian Affairs.

INDIAN TRUST LAND--Reservation land, held in government trust status, owned by either the tribal governing body or individual tribal members. The land may be used by the individual owner or leased to others for farming, grazing, mineral extraction or other uses. The land cannot be sold without BIA and tribal approval.

INDIVIDUAL INDIAN MONEY (IIM) ACCOUNTS--Accounts similar to bank accounts that are administered and maintained by the Bureau of Indian Affairs (BIA) Area Office or a designated agency on the reservation. The designated official at each agency may restrict IIM Accounts.

INDIVIDUAL RETIREMENT ACCOUNT (IRA)--A tax-deferred pension or plan which sets aside money now for the needs of the person after retirement.

INELIGIBLE--Not entitled to receive benefits because of not meeting one or more of the specified non-financial or financial requirements of eligibility.

INELIGIBLE ALIENS--Those aliens who are not eligible for Medicaid due to the temporary nature of their admission status, the five-year ban, or not meeting Qualified Alien status.

INELIGIBLE CHILD--A child (under age 19) who is not eligible for a specific Medicaid category, but who lives in the same household with their sibling/step-sibling who is eligible for that Medicaid category. The child may be an ineligible child for one category, and an eligible child for another.

INELIGIBLE PARENT--An eligible child's natural or adoptive parent who lives in the same household as the eligible child, but who is not eligible for the specific medical category being opened for the child.

INHERITANCE--Property received or anticipated to be received from a relative or other person by legal succession or will.

INITIAL ELIGIBILITY DETERMINATION--The act of evaluating eligibility factors for each child and caretaker relative who applies for assistance and finding the case eligible or ineligible.



IN-KIND INCOME--The receipt of good(s) or service(s) instead of money for the activities of an individual that must be evaluated to determine a value. This value is considered earned income and must be counted in the determination of eligibility if provided in the form of food or shelter. If the individual is not working in exchange for the good(s) or service(s), the in-kind income is considered unearned and is excluded for FMA.

INMATE OF A PUBLIC INSTITUTION--An individual from the date of actual incarceration in a prison, county, city or tribal jail until permanent release, bail, probation or parole. An individual released from prison or jail due to a medical emergency who would otherwise be incarcerated but for the medical emergency is considered to be an inmate of a public institution.

INSTITUTION--An establishment that furnishes (in single or multiple facilities) food, shelter and treatment or services to four (4) or more persons who are unrelated to the proprietor.

INSURANCE SETTLEMENTS--The money received by a person or persons from a company for damage of property or person. Insurance payments to repair or replace damaged property are considered as excluded resources and are excluded for three months. Insurance payments for personal injuries are considered as income.

INTACT FAMILY--A filing unit consisting of both parents and their children living together in a place of residence.

INTERVIEW--To question or converse with a person face-to-face to obtain and give information. The Department cannot require an interview for ANY Medicaid program.

J

► **JOINT CUSTODY**—An agreement by which both parents function as providers of maintenance, physical care and guidance for the child(ren). If physical custody is shared equally (50/50) by both parents, the filing unit must include both families (parents, stepparents, siblings and stepsiblings).

JOINTLY OWNED PROPERTY--Presumed to be owned in equal shares by each of the persons holding a legal interest, unless otherwise specified in a legal document such as a deed or divorce decree. A court-ordered right of ownership takes precedence over any contrary verbal claim or stipulation on any document.

K

KEOGH--A tax deferred pension or plan for a self-employed individual to set aside money now for the their needs after retirement.

KNOWLEDGEABLE SOURCE--A person who has a considerable degree of familiarity of an individual or subject which has been gained through experience of or association with the individual or subject; a person who is professionally aware of the value of the property in the community or general area. For example, a real estate broker is a knowledgeable source on real property values; a person in the business of buying and selling contracts for deeds is a knowledgeable source on values of contracts for deeds.

L

LIEAP--Low Income Energy Assistance Program

LTR--Lawful Temporary Resident

LEASE INCOME--Payment distributed in accordance with a lease agreement.

LEGAL RECORDS--Documents of transactions conforming to or permitted by law.

LIEN--A security interest or claim upon real or personal property to ensure satisfaction of a debt. The lien amount must be paid up in order for title to property to be transferred from one owner to another.

LOAN--A transaction in which money is given to another and must be repaid.



LUMP SUM PAYMENT--Earned or unearned nonrecurring income considered as income in the month received, if the payment can be prospected. Becomes a resource to the extent retained in following months.

M

MA--Medical Assistance

MAO--Medical Assistance Only. Countable income **does not** exceed the benefit standard (002, pg 3).

MCA--Montana Codes Annotated

MEDS--Medicaid Eligibility Disability Services

MIMS--Montana Income Maintenance System

MISTICS--Montana Integrated System to Improve Customer Services. The Montana DoLI on-line system available to eligibility case managers to verify unemployment insurance benefits.

MMIS--Medicaid Management Information System

MNIL--Medically Needy Income Level

MPQHF--Mountain Pacific Quality Health Foundation. MPQHF is the contractor to Montana Medicaid for both nursing home level of care screening and Medicaid travel.

MQT--Medicaid Qualifying Trust

MSH--Montana State

MAINTENANCE--The act of providing the supplies or funds needed to live on.

MEDICAID--The program for the payment of covered medical expenses for eligible persons.

MEDICAL INSTITUTION--An establishment organized to provide medical care (including nursing and convalescent care) by professional personnel in accordance with state licensing standards. Medical institutions include institutions for mental retardation, mental disease and tuberculosis, or nursing homes.

MEDICALLY NEEDY (MN)--An individual or family otherwise eligible for medical assistance but whose income **exceeds** the benefit standard (002, pg 3) for the categorically eligible. A medically needy case may or may not have an incurment.

MINERAL RIGHTS--The ownership or interest in land below the surface.



MINOR CHILD--For Family-Related Medicaid purposes, an individual who is under the age of nineteen (19), and is not living with an adult caretaker. See also "DEPENDENT CHILD".

MONTANA ACCESS TO HEALTH CARD--A Medicaid recipient's permanent hard plastic Medicaid ID card. Possession of the card does not guarantee Medicaid eligibility.

MONTH RECEIVED--The benefit month in which the money may be available to the applicant or recipient or in which the person will receive the money in-hand. SSA and SSI payments are exceptions to this definition, when the payment is made at the end of a month (usually because of holiday mail) for use during the following month.

MUTUAL FUND--A company without fixed capitalization, freely buying and selling its own shares and using its capital to invest in other companies.

N

NADA--National Automobile Dealer's Association

NATIVE HAWAIIAN OR PACIFIC ISLANDER--A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

NEED STANDARD--The dollar amount required by the filing/assistance unit to purchase essential items to sustain life; indicated by the NMI Standard tables.

NEGOTIABLE INSTRUMENT--A written unconditional agreement signed by a person who promises to pay a specific sum of money at a specific time or on demand to the person, company, corporation or institution named on the note. A negotiable instrument may or may not involve the loan of money or goods.

NET INCOME--Includes all non-excluded earned income, less applicable disregards, and all non-excluded unearned income.

NET MONTHLY INCOME (NMI) STANDARDS--(Need Standard) - Levels of net countable income for each size filing unit which cannot be exceeded if the unit is to be eligible.

NET PROFIT--Gross revenue less allowable business expenses.

NON-EXEMPT (COUNTABLE)--Income and resources used to determine eligibility.

NON HISPANIC/LATINO--A person who is not Hispanic or Latino according to the definition stated earlier.

NON-LIQUID RESOURCES--Resources which cannot reasonably be converted to cash within 20 working days. The term may be applied to either real or personal property. A resource that has been determined to be non-liquid for any reason is not considered inaccessible or excluded simply because the value of the asset cannot be accessed in the benefit month.

NOTICE OF ACTION--

1. CONTENT

Complete Notice --Written notice that includes the action the agency intends to take, the reason for the action, the agency policy and state and federal regulations supporting the action, the right to request a fair hearing, the person to contact for additional information, the availability of continued benefits and liability for such benefits if found ineligible in the hearing decision.

2. TIMELINESS

a. Adequate Notice -- Written notification as stated above, to be received by the individual no later than the date of action or the date payment would have been received.

b. Timely Notice -- Written notification as stated above, mailed ten (10) days prior to the date of action.

3. Ten day notice period -- the ten (10) consecutive days immediately following the day the notice was mailed.

O

OJT--On the Job Training

OPA--Office of Public Assistance

ON-GOING ELIGIBILITY DETERMINATION--The act of evaluating each open case and finding the case eligible or ineligible.

ORIENTATION--A process to provide applicants with information on program requirements, available supportive services, and their rights and responsibilities.

OTHERWISE ELIGIBLE--Means the individual is not precluded from eligibility by some other provision of Title XIX of the Social Security Act and with respect to children, means the child meets the program requirements.



OVERISSUANCE-- Benefits received by or for an assistance unit for which that unit was not eligible.

P

PAB--Public Assistance Bureau

PC--Program Compliance

PCA--Program Compliance Auditor

PJUSTICE--Department of Justice/Motor Vehicles interface

PAYEE--The person in whose name the benefits are issued. The payee can be an eligible or ineligible parent, an eligible or ineligible caretaker relative or a protective payee.

PENAL INSTITUTION--Any facility in which an individual may be lawfully held against his/her will by federal, state or local authorities.

PENSION FUND--An investment account (typically with an employer) that is intended to provide income at retirement.

PENSION PAYMENT--A sum of money paid regularly as a retirement or disability benefit.

PER CAPITA PAYMENT--Income from Indian-owned property that is distributed equally to all tribal members. This may include Indian casino profits.

PER DIEM--Per day; pertains to expenses for cost of meals and lodging.

PERJURY--A willful false statement of a material fact; swearing to what is untrue; or, incompletely answering all questions under oath.

PERSONAL PROPERTY--All things owned or possessed by the filing unit.

PHYSICAL CARE--The attention given to the physical needs of a child or children.

POST SECONDARY EDUCATION (PSE)--Attendance at an institution of higher education such as a 4-year college or university, a 2-year vocational technical school, or a proprietary (privately owned and managed) school.

PRIMARY EVIDENCE--A document or record by an official government agency or public institution that would be accepted in a judicial proceeding as establishing the truth.

PRINCIPAL--The capital or main body of an estate or financial holding as distinguished from the interest or revenue from it.

PROGRAM REQUIREMENT--Specifications as to how eligibility factors are to be met.

PROPERTY RESOURCES--Real, personal, tangible or intangible assets owned by an applicant or recipient. Property resources include, but are not limited to real property, vehicles, mobile homes, cash, stocks, bonds, savings accounts, the cash value of life insurance, and recreational equipment.

PRORATE--Divide or distribute benefits proportionally based on number of days eligible.

PROSPECTIVE OR PROSPECTED BUDGETING--Using the best estimate of the income and circumstances that may exist in the benefit month to determine eligibility and compute countable income.

PROTECTIVE PAYEE--The person, other than the caretaker relative, to whom payment is made and who is managing the funds for the purpose of safeguarding the health and welfare of the child(ren).

PUBLIC (NON-MEDICAL) INSTITUTION--An institution that is the responsibility of a governmental unit or over which a governmental unit exercises administrative control.

PUTATIVE--Commonly accepted or supposed, as in putative factor or putative father.

Q

QA--Quality Assurance

QMB--Qualified Medicare Beneficiary

QPEP--Qualified Presumptive Eligibility Provider

QR--Quarterly Report

R

RAC--Refugee Assistance Center

RCA--Refugee Cash Assistance

RMA--Refugee Medical Assistance

RPS--Regional Policy Specialist: An employee in each region whose primary function is to act as a general policy specialist for that region. The RPS also acts as a liaison between the county staff and Central Office.

RQA--Regional Quality Assurance Specialist: An employee in each region whose primary function is to randomly review cases throughout the region. The RQA also provides information to Regional Management and Central Office staff regarding regional error trends.

R & R--Resource and Referral Agency

RSDI--Retirement, Survivors and Disability Insurance

REAL PROPERTY--Land and buildings or immovable objects permanently attached thereto.



RECIPIENT--A person who is eligible for benefits including a person who is under a program disqualification.

RECONCILE--To compare two (2) events and adjust for the difference.

REFUGEE--An alien who has been admitted to the United States under the classification of refugee. This person is required to carry a Form I-94 endorsed to show refugee status. Employment is permitted.

RESIDENT--A person who states intent to reside in Montana.



RESOURCE LIMIT—The maximum amount of countable resources the filing unit can own, have access to or be a beneficiary of, and still remain Medicaid eligible.

RESOURCES--Resources include but are not limited to all real and personal property owned by a person, as well as money or any property that can be converted into supplies, services or benefits; the means of raising money or supplies; the capabilities of raising wealth to supply

necessary wants or needs; or the available means or capability of any kind.

ROOM AND/OR BOARD INCOME--Money received for providing meals and/or rooms to people not included in the assistance unit.

S

SAVE-- Systematic Alien Verification for Entitlement

SDX--State Data Exchange

SEOG--Student Education Opportunity Grant

SLMB--Special Low-Income Medicare Beneficiary

SOLQ--State On Line Query. Montana's access to Social Security Administration information.

SSA--Social Security Administration

SSI--Supplemental Security Income

SSDI/SSDIB--Social Security Disability Insurance Benefits

SSIG--State Student Incentive Grant

SSN--Social Security Number



SPECIFIED CARETAKER RELATIVE—An adult living with the dependent child who is related to the child as:

1. Father, mother, grandfather, grandmother, brother, sister, uncle, aunt, first cousin, nephew, niece; or persons of preceding generations denoted by prefixes of "grand", or "great"; first cousin once removed; or
2. Stepmother, stepfather, stepbrother and stepsister;
3. One who legally adopts a child or his parent, as well as the natural and other legally adopted children of such persons; and
4. Spouses of any person mentioned above even though the marriage may have been terminated by death or divorce.

STEPPARENT--The spouse of the natural or adoptive child's parent.

STRIKE--Any concerted stoppage of work by employees, including a stoppage by reason of the expiration of a collective bargaining agreement,

and any concerted slow-down or other concerted interruption of operations by employees.

STUDENT--A dependent child attending school.

SUBSIDIZED--Support with partial financial payment by a governmental agency.

T

TANF--Temporary Assistance for Needy Families

TC--TANF Cash Assistance

TEAMS--The Economic Assistance Management System that assists in the determination of eligibility.

TPL--Third Party Liability

TR-- Transitional Medicaid

TAX YEAR--The year on which the income taxes are based; usually the calendar year.

TEMPORARY ABSENCE--The condition created when a member of the assistance unit is away from the home for a specified period of time not to exceed 90 consecutive days. If the absent member is a child, the caretaker relative must continue to exercise the responsibility for the care and control of the child. Child(ren) attending boarding school remain eligible and are not subject to the 90 days return to the home requirement. Individuals receiving medical services remain eligible and are not subject to the 90 days return to the home requirement.

TERMINATION--To close a case and/or remove an individual from Medicaid eligibility.

THIRD PARTY--Any individual, entity or program that is or may be liable to pay all or part of the medical costs of injury, disease or disability of an applicant or recipient.

TRUST--A property interest held by one person for the benefit of another.

TRUSTEE--The person(s) given the authority, by a written contract, to manage money set up in a trust.

U

UC or UIB--Unemployment Compensation or Unemployment Insurance Benefits

